

Registrations

If you are a new player to Wolves FC and require further information or assistance please attend our Information Sessions or contact our Club Registrar by email: clubregistrar@wdscwolvesfc.com.au.

Player registration is available online via the Football Federation Australia (FFA) "Play Football" online registration system. The online registration process is available to all players in MiniRoos, MiniRoos Academy, Junior Divisional, Senior Divisional and QMF teams.

In addition to players, all coaches, managers and volunteers at the club will also need to register through the "Play Football" online registration system.

Parents must create an account with FFA first, before registering children and linking them to their profile.



- All new players who have not played any Club Football before must provide proof of identity (such as a birth certificate or passport) for sighting by the Club Registrar.
- All players must be registered and paid their registration fees before they will be allowed to play any games or train with a team.
- All players must be registered to enable the necessary administration and preparation work for the season to be undertaken.
- If you have NOT REGISTERED and/or have NOT PAID, you will NOT BE ALLOWED TO PLAY.
- Payment plans are available upon request. Please contact the club's treasurer by email: treasurer@wdscwolvesfc.com.au



- A photo needs to be uploaded of the player/person being registered.
- Please ensure that digital passport-style photo is ready on your computer or table before stating the registration process.

Online Registration Process

There are several steps in the online registration process.

1. STEP 1: CREATE A NEW FOOTBALL ACCOUNT (FOR PARENTS/PLAYERS NEW TO SOCCER)



- This step is only for players that are new to soccer or have not yet created a Football Account.

1. Go to: <https://account.footballnetwork.com.au/register>
2. Complete the registration process.

2. STEP 2: SIGNING IN TO REGISTER A PLAYER

1. Go and login to Play Football website: <https://www.playfootball.com.au/register>
2. If you have played club football before and have a Football Account:
 - a) **Do not click** on "Re-Registering to play this season?".

- b) Click on green search button “Find a place to play”.
 - c) Click on any box underneath “Find your team”.
 - d) Start typing “Wynnum Wolves” In the “Search for a suburb” box
 - e) Select the club name “Wynnum Wolves Football Club Inc” from the list of clubs.
 - f) Click on the blue button “Start My Registration”. You may have to click twice. This will take you to the “Play Football Online Registration” website.
 - g) Click on the blue button “Get Started”.
 - h) If you already have a Football Account, click on “SIGN IN”.
 - i) If you do not have a Football Account, click on “CONTINUE” to create a new one.
3. Sign in your Football Account.

3. STEP 3: REGISTERING A PLAYER/PERSON FOR 2020 COMPETITION/TEAM/ROLE

1. Select the person you are registering for and press “Continue”



- If you are a club committee member, volunteer, team coach/assistant coach, team manager/assistant manager, you need to register as such.
- If you have already linked players to your account (e.g. in 2019), their details will show up and you can select them.
- You can also select a new player/person to register.
- Through this process, you can link your children’s accounts and registrations to a parent’s account. If you have several children playing for the club, make sure that they are linked to one parent’s account only!

- a) If you are registering a new child, tick “Register my “ and select “CHILD” from drop list. Enter the relevant information and the registration system will try to retrieve the full details of the player.

If a previous registration is found for the player, select “Link Playing History”.

If a previous registration is not found for the player, follow the prompts.

At one stage, you will get to the “Product Select” page.

2. On the “Product Select” page, click on the “Select” button next to the product (i.e. competition, team or role for which the person is being registered).



- Only the relevant products for which the person can register are showing.
- The age of the person will determine which products are available. E.g. a player who is 20 years old cannot register for an U18 team.

- a) The “Product Details” page will show you the details and fees for the selected product. Click on “Continue”.

- b) The “Participant Details” page will show the relevant details of the person being registered. All data needs to be checked and updated where necessary. Select “Continue”.



- If you get an error message for a phone number, remove the spaces in the number.
- Please complete the “Organisational Specific Information” questions. These questions are specific for the Wolves FC club and will allow us to provide better service to our players, teams, parents, volunteers and community.

3. The “Profile Photo” page will display, allowing for upload of a photo. Once uploaded, select “Continue”.



- It is strongly recommended that you upload a photo of the player.
- Sometimes, it is possible to proceed to the next step without uploading a photo. However, registered players will not be able to play in the competition without a photo being uploaded.

4. The “Review your order” page allows for confirmation of the registration details. Verify the data and scroll to the bottom of the page to check/uncheck the relevant tick boxes. Select “Continue”.

5. The “Payment” page will show next and show what the fee to be paid is.



- The total fee is the fee of the product/package to be paid.
- It does not take into account any deposits that have already been made for the player registering.



- Payment options: either “**Pay Online**” or “**Pay Offline**”

There are two payment options, i.e.

- a) **Pay Online**: you can pay directly by credit card, but will incur a small processing fee. This processing fee does not go to the club. From a club’s perspective, this is our preferred way of payment, as it saves us substantial administrative efforts and time when reconciling payments against player registrations. Fill in the credit card details, and click on “Pay Now”.
- b) **Pay Offline**: only select this option if you have already paid a deposit, are interested in a payment plan or will pay by bank transfer. Scroll to the bottom of the page and click on “Submit and Pay Later”.

6. The “Confirmation” page will show next, allowing you to perform another registration.

4. PAYMENT TO CLUB’S BANK ACCOUNT

Payment can be made directly into the club’s bank account. Details of the account are as follows:

Bank: Commonwealth Bank of Australia (CBA)

BSB: 064133

Account No: 10552025

Account Name: Wynnum Wolves Football Club Inc.

Please email your payment receipt to clubregistrar@wdscwolvesfc.com.au and to treasurer@wdscwolvesfc.com.au.

5. “FAIRPLAY” VOUCHER

1. This is be handled outside the registration system.
2. If you already have a FairPlay Voucher, please select “pay offline”.
3. “FairPlay Vouchers” need to be submitted to the club registrar for validation.